

SPECIAL FILING INSTRUCTIONS 2002 - 2003 NIB/NISH REQUEST FOR OFFER

SECTION 1 TERMS AND CONDITIONS

1-1. GENERAL: The following Request and its Special Filing Instructions (SFI) are provided in addition to the terms and conditions of the General Services Administration's (GSA's) Standard Tender of Service (STOS), General Freight Traffic Management Program, GSA General Freight Tender of Service No. 1-F (GSA TOS No. 1-F), supplements and reissues thereto. However, certain provisions and requirements of this Request and its SFI may deviate from and supersede those published in the STOS, GSA TOS No. 1-F.

Traffic to be included under this Request and its SFI will be freight-all-kinds (FAK) shipments moving via closed van for all less than truckload (LTL) (0 pounds to 10,000 pounds) shipments and all truckload (TL) (20,000 pounds to 40,000 pounds and over) shipments. Rates will be applicable only to interstate shipments moving in the Continental United States (CONUS) and the identified intrastate shipments within CONUS. Rate offers will only be accepted for:

The National Industries for the Blind (NIB) and the National Industries for the Severely Handicapped (NISH) Work Centers as identified in Section 8, Paragraph 8-1.B.

1-2. EFFECTIVE PERIOD: All acceptable rate offers submitted in response to this Request and its SFI will be for the period November 1, 2002 through October 31, 2003.

1-3. SUBMISSION OF RATE OFFERS: Rates offered in response to this Request and its SFI MUST be submitted via the File Transfer Protocol (FTP) of the Internet (I-FTP) in accordance with Sections 8, 9, and 10.

1-4. FILING PERIOD:

A. INITIAL FILINGS: Rate offers made by those firms approved to participate in GSA's Freight Management Program are due by 4:30 p.m. Central Standard Time, **August 7, 2002**, and will be processed in accordance with Paragraph 1-4.C., below.

B. REFILINGS OF ELECTRONICALLY SUBMITTED FILING DEFICIENCIES: Electronic rate filings received between **July 8, 2002, and August 7, 2001**, which do not meet the requirements as stated in this Request and its SFI will be considered unacceptable, rates will not be included in the data base, and the firm will be notified of the deficiencies by GSA's Heartland Zone Office by facsimile and/or telephone. If a firm's rate offer is submitted in accordance with this Request and its SFI by a Rate Filing Service Provider or a Tariff Publishing Agent, the Rate Filing Service Provider or the Tariff Publishing Agent will be notified of the deficiencies and not the firm. Corrected rate offers **must be** resubmitted within **ten (10) calendar days** after receipt of notification. In those instances where corrections are not received within the **ten (10) calendar days** after notification, rate offers will be considered unacceptable and the firm will not be allowed to refile. Corrected rate offers received within the required ten (10) calendar days will be entered into the database effective November 1, 2002.

C. ACCEPTED/EFFECTIVE DATE: Initial rate offers allowable under Paragraph 1-4.A. will be processed by November 1, 2002, except in those instances of a failure to meet the resubmission requirements of corrected Rate Filing Deficiencies as identified in Paragraph 1-4.B

D. CARRIER NOTIFICATIONS: If the submitting firm receives no communication from GSA pursuant to Paragraph 1-4.B. by November 1, 2002, the firm is on notice that its rate offer(s) has been accepted and transmitted to its designated Tariff Publishing Agent for publication, or in the absence of a designated Tariff Publishing Agent, its rate file(s) has been offered to GSA's Office of Transportation Audits.

1-5. APPLICABILITY OF RATE OFFERS: By submission of a rate offer to GSA for the traffic identified in this Request and its SFI, the offeror agrees that it can and will service the identified origin facility for which a rate is offered and all points within each identified destination State and/or destination service area for which a rate is offered.

1-6. OPTION TO EXTEND: The Government reserves the right to extend the expiration date of all or part of the rate offers accepted in accordance with this Request and its SFI for up to ninety (90) days.

1-7. TERMINATION:

A. The following provision will apply in addition to Item 20.e. of the Optional Form 280:

1. Accepted rate offers may be terminated upon determination that a Carrier has failed to satisfactorily respond to a show cause notice(s); and
2. Accepted rate offers may be terminated by the Government immediately upon the debarment or suspension of the Carrier in accordance with the Code of Federal Regulation (CFR) 102-117.

B. Upon termination of the rate offer under 1-7.A.1 and/or 2 above, the Carrier shall be paid any sum due the Carrier for services performed under this Request and its SFI to the date of such termination; and in the event of partial termination, shall be paid in accordance with the terms of this rate offer for any services furnished under the portion of the rate offer that is not terminated; provided any such payments shall be without prejudice to any claim which the Government may have against the Carrier and the Government shall have the right to offset any such claims against such payment.

1-8. TERMINATION FOR CONVENIENCE OF THE GOVERNMENT: The Government, by written notice, may terminate all or part of the rate offers accepted in accordance with this Request and its SFI when it is in the Government's best interest. If a rate offer(s) is terminated, the Government shall be only liable for payment for services rendered before the effective date of the termination.

1-9. CONTACTS: Questions dealing with this Request, its SFI, or the STOS should be directed to Maria Gutierrez at (415) 522-2846 or by e-mail at maria.gutierrez@gsa.gov. Questions dealing with the submission of electronic rate offers should be directed to Carey DeForest at (816) 823-3646 or by e-mail at carey.deforest@gsa.gov.

SECTION 2 EVALUATION AND ACCEPTANCE

2-1. EVALUATION: The GSA Transportation Management Branch, San Francisco, CA, will conduct all evaluations. Carrier notification of acceptance will be in accordance with Paragraph 1-4.D.

2-2. ACCEPTANCE: Accepted rate offers will be contained in GSA's Interagency Transportation Management System (ITMS). When identified in ITMS, the acceptable rate offers will be listed based on price only. The listing of firms and their rate offers will be based on the anticipated shipping date, the origin of the shipment, the destination of the shipment, the weight of the shipment, the number of miles between the origin and destination of the shipment, and any accessorial services requested by the customer agency. Firms with applicable rates for the requested shipment will be listed on the cost comparison in cost ascending order. In the case of brokers and shippers agents/Intermodal Marketing Companies, please note that the broker's name and/or the shipper agent's/Intermodal Marketing Company's name and not the names of its underlying carriers will be identified on cost comparisons. However, when rate information is made available either to a Tariff Publishing Agent or to GSA's Office of Transportation Audits in the absence of a Tariff Publishing Agent, rate information will be submitted in the name of the broker's and/or a shipper agent's/Intermodal Marketing Company's underlying carriers and not in the name of the broker and/or the shipper agent/Intermodal Marketing Company.

If the occasion arises when two or more firms have offered the exact same rate offer (both for transportation and the requested accessorial services), then the firms will be listed on the cost comparison in alphabetical order according to the firm's names.

PLEASE NOTE: The GSA Transportation Management Branch, San Francisco, CA, may take other factors into consideration when routing shipments other than just price. As a result, the listing of firms on a cost comparison is for viewing/verification purposes only and does not guarantee any traffic will be awarded.

SECTION 3

LETTER OF INTENT CERTIFICATION

By the submission of a rate offer to GSA in accordance with this RFO and its SFI, the submitting carrier certifies that:

I have read and will comply with all the provisions contained in this request dated July 8, 2002, as well as any supplements, changes, and/or reissues thereto and the GSA Standard Tender of Service (STOS), GSA General Freight Tender of Service No. 1-F, the GSA National Rules Tender No. 100-D, and the GSA Baseline Rate Publication No. 1000-D, all effective December 4, 2001, as well as any supplements, changes, and/or reissues thereto and I further certify that the company for which rate offers have been submitted has the operating authority and insurance required by Item 1-6 (See Below) and Section 2 of the GSA General Freight Tender of Service No. 1-F.

Item 1-6 of the GSA General Freight Tender of Service No. 1-F reads as follows:

“LAWFUL PERFORMANCE, OPERATING AUTHORITY, AND INSURANCE. All service shall be performed in accordance with applicable Federal, State, and local laws and regulations. Common motor carriers or brokers, freight forwarders, rail carriers, shippers agents, or shippers associations shall possess the required carrier or Interstate Commerce Commission (ICC) broker operating authority and maintain cargo as well as public liability insurance as required by Federal, State, and local regulatory agencies.”

Section 4

SUBSTITUTED SERVICE – RAIL FOR MOTOR

If a firm utilized Item 1125, Substituted Service – Rail for Motor, of the GSA National Rules Tender No. 100-D for shipments moving under this Request and its SFI, the submission of a rate offer(s) constitutes agreement to the terms and conditions of Item 1125 and that rates submitted include for the proper blocking and bracing by the carrier for Trailer-On-Flat-Car (TOFC) or Road Railer movement to preclude damage to the material.

SECTION 5

TERMS & CONDITIONS OF THE UNIFORM TENDER OF RATES AND/OR CHARGES FOR TRANSPORTATION SERVICES

By submission of a rate offer(s) to GSA in accordance with this RFO and its SFI, the submitting carrier agrees to and/or meets the terms and conditions of the Uniform Tender of Rates And/Or Charges For Transportation Services, Optional Form 280, except as provided in Paragraph 1-7.

SECTION 6

TERMS AND CONDITIONS FOR BILLS OF LADING ISSUED FOR GOVERNMENT SHIPMENTS

The following provision of this RFO and its SFI supersedes Item 1-10, Application of the Terms and Conditions of the Government Bill of Lading, of the Standard Tender of Service (STOS), General Freight Tender of Service No. 1-F. Per this RFO and its SFI, effective November 1, 2002, all Government shipments handled pursuant to the STOS will be subject to the terms/conditions of 41 CFR 102-117 and 102-118. For a complete description of the terms/conditions, go to <http://policyworks.gov/transportation>, look under "Policies" and follow the links "**41 CFR 102-117 Transportation Management**" or "**41CFR 102-118 Transportation Payment and Audit**".

SECTION 7

BASIS FOR DETERMINING APPLICABLE DISTANCE/MILEAGE

Per the Standard Tender of Service (STOS), to include the General Freight Tender of Service No. 1-F, the National Rules Tender No. 100-D, and the Baseline Rate Publication No. 1000-D, with regard to determining applicable mileage/distance or Governing Publications, effective November 1, 2001, auditing of freight shipments handled pursuant to the STOS will be based on mileage provided by ALK Technologies, Inc., **Version 16 (coincides with PC*Miler 16)**. The carrier industry will be notified of any future Version updates. Below is the basis for construction of mileage within North America:

GENERAL: borders closed, shortest mileage, ferry on.

OW/OD: borders closed, practical miles, ferry on.

HAZMAT; borders closed, practical miles, ferry on.

For a full description of Default Settings, please refer to: <http://dtod-mtmc.belvoir.army.mil>. Once there, click on "industry" and then on "PC*Miler Default Settings."

SECTION 8

IDENTIFICATION OF NON-ALTERNATING TRAFFIC

8-1. IDENTIFICATION OF NON-ALTERNATING STANDING ROUTE ORDER (SRO) TRAFFIC: Listed below are the National Industries for the Blind (NIB) and the National Industries for the Severely Handicapped (NISH) Work Centers for which the General Services Administration (GSA) is requesting **non-alternating** SRO rate offers. Rate offers may only be submitted for non-alternating SRO rate requests when specifically requested and/or authorized by GSA. Rate offers submitted in response to this RFO and its SFI for the identified NIB/NISH traffic **WILL NOT** alternate with any other accepted rate offer and the accepted rates and charges **MAY NOT** be used as factors in the construction of any combination rates or charges. A **SEPARATE** rate offer **MUST** be submitted for **EACH** NIB/NISH - Agency Code for which a firm intends to submit a rate offer. Rates will only be accepted for the origins/destinations identified below. Rates submitted for any other origin/destination will automatically be rejected. An offering firm must be able to service all points within each destination state or destination code for which a rate is offered. Rates may be, but are not required to be, submitted for all origins/destinations requested. **If the origin/destination is a particular city or cities, the accepted rate offer will only be applicable to the identified city or cities and not the entire state in which the city or cities are located.**

PLEASE NOTE: **The carrier MUST file one rate offer to the Distribution Center and a separate rate offer to cover all other points within the state.** State to state rates **WILL NOT** be applicable from the Work Center to the Distribution Center.

Truckload rate offers MUST be submitted as a cents per mile with a minimum charge per vehicle used;

NIB/NISH Work Centers most frequently ship to the GSA Distribution Centers located in Stockton, CA, and Burlington, NJ

The Table provided in Paragraph 8-1.B. identifies whether the facility ships predominately LTL, TL, or both types of shipments; however, we are requesting that rate offers be submitted for both LTL and TL if the carrier can provide the required service.

A. IDENTIFICATION OF REQUESTED DESTINATION POINTS:

Destination Service Area Description	Destination Service Area Code	Note: Rates to the Destination of: CA - exclude the WDC NJ - exclude the EDC
All Points in CONUS including Intrastate	Appropriate State Abbreviation	
Western Distribution Center (WDC), Stockton, CA	50	
Eastern Distribution Center (EDC), Burlington, NJ	53	

B. IDENTIFICATION OF NIB/NISH - AGENCY CODES:

NIB/NISH – Agency Codes	Work Center	Address	Destination	LTL	TL	Phone
NAL01	Industries for the Blind	220 34 th St. South Birmingham, AL 35212	CONUS & Intrastate	X	X	(205) 252-3164
NAL02	Industries for the Blind	1241 McClellan Ave. Talladega, AL 35160	CONUS & Intrastate	X	X	(256) 761-3511
NAR01	AR Lighthouse for the Blind	69 th & Murray St. Little Rock, AR 72219	CONUS & Intrastate	X	X	(501) 562-2222
NAZ01	AFH Enterprises	208 West Main St. Casa Grande, AZ 85222	CONUS & Intrastate	X		(520) 254-0754
NAZ02	AZ Industries for the Blind	3013 West Lincoln St. Phoenix, AZ 85009	CONUS & Intrastate	X	X	(602) 269-5131
NCA01	Exceptional Children's Foundation	8740 West Washington Blvd. Culver City, CA 90232	CONUS & Intrastate	X		(310) 204-3300
NCA02	Napa Valley PS & I Inc.	651 Trabajo Lane Napa, CA 94559-0600	CONUS & Intrastate	X		(707) 255-0177
NCA03	Foothill Workshop for the Handicapped	789 North Fair Oaks Ave. Pasadena, CA 91103	CONUS & Intrastate	X		(818) 449-0218
NCO01	Pueblo Diversified Industries	2828 Granada Blvd. Pueblo, CO 81005	CONUS & Intrastate	X		(719) 564-0000
NCT01	CW Resources, Inc.	200 Myrtle St. New Britain, CT 06053	CONUS & Intrastate	X		(860) 229-7700
NCT02	Easter Seal, Hartford Rehab. Center, Inc.	100 Deerfield Rd Windsor, CT 06095	CONUS & Intrastate	X		(860) 714-9610
NDE01	Delaware Industries for the Blind	1901 Dupont Highway New Castle, DE 19720	CONUS & Intrastate	X		(302) 577-4760
NFL01	Enrichment Industries, Inc.	771 Fentress Blvd. #1-F Daytona Beach, FL 32114	CONUS & Intrastate	X		(904) 274-3475

NIB/NISH – Agency Codes	Work Center	Address	Destination	LTL	TL	Phone
NFL02	United Cerebral Palsy of Broward County	3117 Southwest 13 Court Fort Lauderdale, FL 33312	CONUS & Intrastate	X		(305) 584-7178
NFL03	The Pinellas Assoc. for Retarded Citizens	3100 75 th St. North St. Petersburg, FL 33710	CONUS & Intrastate	X		(813) 345-9111 X-260
NFL04	Tampa Lighthouse for the Blind	1106 West Platt St. Tampa, FL 33606	CONUS & Intrastate	X		(813) 251-2407
NFLO5	Lighthouse for the Blind of the Palm Beaches	7810 South Dixie West Palm Beach, FL 33405	CONUS & Intrastate	X		(305) 586-5600
NFL06	McDonald Training Center	2909 North Cork Road Plant City, FL 33565	CONUS & Intrastate	X	X	(813) 752-6508
NGA01	Georgia Industries for the Blind	Faceville Hwy, PO Box 218 Bainbridge, GA 31717	CONUS & Intrastate	X	X	(912) 248-2666
NGA02	GA Industries for the Blind	235 Emlet Drive, Griffin, GA 30224	CONUS & Intrastate	X	X	(404) 228-7221
NIA01	Mid-Iowa Workshops	909 South 14 Ave. Marshalltown, IA 50158	CONUS & Intrastate	X		(515) 752-3697
NIA02	Progress Industries	1017 East 7 th St. North Newton, IA 50208	CONUS & Intrastate	X		(515) 791-2847
NID01	Development Workshop, Inc.	555 West 25 th Street Idaho Falls, ID 83402	CONUS & Intrastate	X		(208) 524-1550
NIL01	Chicago Lighthouse for the Blind	1850 West Roosevelt Rd. Chicago, IL 60608	CONUS & Intrastate	X	X	(312) 666-1331
NIN01	Stone Belt Council for Retarded Citizens, Inc.	2815 East 10 th St. Bloomington, IN 47408	CONUS & Intrastate	X		(812) 332-2168
NIN02	Goodwill Industries of Central Indiana	1635 West Michigan St. Indianapolis, IN 46222	CONUS & Intrastate	X		(317) 264-1313
NIN03	Bosma Center for the Blind	59 South State Ave. Indianapolis, IN 46227	CONUS & Intrastate	X		(317) 684-0600
NIN04	Knox Cnty Assoc. for the Retarded Citizens, Inc.	Rte 3, Box 262A, Harte St. Rd. Vincennes, IN 47591	CONUS & Intrastate	X		(812) 886-4312
NKS01	Envision – KC Division	925 Sunshine Rd. Kansas City, KS 66115	CONUS & Intrastate	X	X	(913) 281-0710
NKS02	Envision – Pittsburg Div.	1600 North Walnut St. Pittsburg, KS 66762	CONUS & Intrastate	X	X	(316) 231-8600
NKS03	KS Industries for the Blind	425 MacVicar St. Topeka, KS 66606	CONUS & Intrastate	X		(913) 296-3211
NKS04	Center Industries Corp	2505 South Custer St. Wichita, KS 67213	CONUS & Intrastate	X	X	(316) 942-8255
NKS05	Envision	2301 South Water Street Wichita, KS 67201	CONUS & Intrastate	X	X	(316) 267-2244
NKY01	Opportunity Workshop	650 Kennedy Rd. Lexington, KY 40511	CONUS & Intrastate	X		(606) 254-0576
NKY02	New Vision Enterprises	1900 Brownsboro Rd. Louisville, KY 40206	CONUS & Intrastate	X	X	(502) 893-0211
NLA01	LaSalle Assoc. for the Develop. Delayed	910 Pepper Street Jena, LA 71342	CONUS & Intrastate	X		(318) 992-6217
NLA02	Lighthouse for the Blind	123 State Street New Orleans, LA 70118-5793	CONUS & Intrastate	X	X	(504) 899-4501
NLA03	LA Association for the Blind	1107 Burt Street Shreveport, LA 71107	CONUS & Intrastate	X	X	(318) 227-2869
NLA04	LA Association for the Blind	1750 Clairborne Ave. Shreveport, LA 71103-4189	CONUS & Intrastate	X	X	(318) 635-6471
NMA01	Ferguson Industries for the Blind	173 Second St. Cambridge, MA 02141	CONUS & Intrastate	X		(617) 727-9840
NMA02	American Training Rehabilitation Svcs.	102 Glenn St. Lawrence, MA 01843	CONUS & Intrastate	X		(978) 685-2151
NMA03	Goodwill Industries of Springfield/Hartford	285 Dorset Street Springfield, MA 1138	CONUS & Intrastate	X		(413) 788-6981
NMD01	Blind Ind & Services of MD Baltimore Div.	2901 Strickland St. Baltimore, MD 21223	CONUS & Intrastate	X	X	(301) 233-4567
NMD02	Blind Ind & Services of MD Western MD Div	322 Paca Street Cumberland, MD 21502	CONUS & Intrastate	X		(301) 724-4111

NIB/NISH – Agency Codes	Work Center	Address	Destination	LTL	TL	Phone
NME01	ME Center for Blind & Visually Impaired	189 Park Avenue Portland, ME 04102	CONUS & Intrastate	X	X	(207) 774-6273
NMI01	NEMROC, Inc.	800 Bolton St., PO Box 645 Alpena, MI 49707	CONUS & Intrastate	X	X	(517) 356-6141
NMI02	Cass Valley Enterprises	1342 Prospect Ave. Caro, MI 48723	CONUS & Intrastate	X		(703) 560-6800
NMI03	Kandu Industries	1825 Industrial Parkway Grand Haven, MI 49417	CONUS & Intrastate	X		(616) 842-3190
NMI04	Kandu Industries	1373 South Lincoln Holland, MI 49423	CONUS & Intrastate	X		(616) 396-3585
NMI05	Midwest Enterprises F/T Blind	3501 East Main St. Kalamazoo, MI 49001	CONUS & Intrastate	X		(616) 383-0173
NMI06	St. Clair County Asso. For Retarded Citizens	1033 26 th Street Port Huron, MI 48060	CONUS & Intrastate	X	X	(313) 982-3261
NMN01	Occupational Development Center	1260 Industrial Park Dr. SE Bemidji, MN 56601	CONUS & Intrastate	X		(218) 751-6001
NMN02	Duluth Lighthouse for the Blind	4505 West Superior St. Duluth, MN 55807-2728	CONUS & Intrastate	X	X	(218) 624-4828
NMN03	Goodwill Industries	700 Garfield Ave. Duluth, MN 55802	CONUS & Intrastate	X		(218) 722-6351
NMN04	Minneapolis Society for the Blind	1936 Lyndale Ave. South Minneapolis, MN 55403	CONUS & Intrastate	X		(612) 871-2222
NMO01	LHB Industries	8833 Fleisher Place Berkley, MO 63134	CONUS & Intrastate	X	X	(314) 522-3141
NMO02	Alphapointe Assoc. for the Blind	1844 Broadway Kansas City, MO 64108	CONUS & Intrastate	X	X	(816) 421-5848
NMO03	Cooperative Workshops, Inc.	1500 Ewing Drive Sedalia, MO 65302	CONUS & Intrastate	X		(816) 827-2100
NMO04	Lighthouse for the Blind	10440 Trenton Ave. St. Louis, MO 63132	CONUS & Intrastate	X	X	(314) 423-4333
NMS01	Signature Works, Inc.	424 34 th Street Gulfport, MS 39501	CONUS & Intrastate	X		(601) 865-0324
NMS02	Signature Works, Inc.	PO Drawer 30, 1 Signature Dr Hazelhurst, MS 39083	CONUS & Intrastate	X	X	(601) 894-1771
NMS03	Industries for the Blind	2501 N. West St., PO Drawer 4417 Jackson, MS 39216	CONUS & Intrastate	X		(601) 355-0212
NMS04	MS Industry for the Blind, Meridian Div.	6603 Laurel Drive Meridian, MS 39307	CONUS & Intrastate	X		(601) 984-3200
NMS05	Signature Works	1151 South Veterans Blvd. Tupelo, MS 38801	CONUS & Intrastate	X	X	(601) 841-1640
NMT01	Butte Sheltered Workshop, Inc.	207 South Montana St. Butte, MT 59701-1695	CONUS & Intrastate	X		(406) 723-3253
NMT02	Helen Industries	1325 Helena Ave. Helena, MT 59601	CONUS & Intrastate	X		(406) 442-8440
NNC01	Winston-Salem Ind. for the Blind Asheville Div	45 S. French Broad Ave. Asheville, NC 28801	CONUS & Intrastate	X		(704) 258-2332
NNC02	Watauga Opportunities	642 Greenway Road Boone, NC 28607	CONUS & Intrastate	X		(828) 264-5008
NNC03	Lions Services, Inc.	4600-A North Tryon St. Charlotte, NC 28213	CONUS & Intrastate	X		(704) 921-1527
NNC04	Lions Club Industries, Inc.	1810 E Main St., PO Box 11350 Durham, NC 27703	CONUS & Intrastate	X	X	(919) 596-8277
NNC05	Industries of the Blind, Inc.	920 West Lee St. Greensboro, NC 27402	CONUS & Intrastate	X		(336) 274-1591
NNC06	Eastern Carolina Vocational Center	901 Station Road Greenville, NC 27834	CONUS & Intrastate	X		(800) 758-4188
NNC07	Lions Industry for the Blind	2600 W. Vernon Ave., PO Box 2001 Kinston, NC 28502	CONUS & Intrastate	X		(252) 523-1019
NNC08	CETC Employment Opportunities	950 Highway 55 West New Bern, NC 28561-2216	CONUS & Intrastate	X		(252) 638-2177
NNC09	Raleigh Lions Clinic for the Blind	315 Hubert St. Raleigh, NC 27603-2392	CONUS & Intrastate	X	X	(919) 833-8611

NIB/NISH – Agency Codes	Work Center	Address	Destination	LTL	TL	Phone
NNC10	Winston Salem Ind. for the Blind	7730 North Point Drive Winston-Salem, NC 27106	CONUS & Intrastate	X		(336) 759-0551
NNE01	Region V Mental Retardation Services	808 8 th Corso Nebraska City, NE 68410	CONUS & Intrastate	X		(402) 873-3306
NNE02	Outlook Nebraska	225 North I St. Freemont, NE 68026	CONUS & Intrastate	X	X	(402) 727-7032
NNJ01	Bestwork Industries for the Blind	801 East Clemens Bridge Rd. Runnemede, NJ	CONUS & Intrastate	X	X	(609) 854-3388
NNM01	NM Industries for the Blind	2200 Yale Blvd. SE Albuquerque, NM 87106	CONUS & Intrastate	X		(505) 841-8844
NNY01	Blind Work Assoc.	55 Washington St. Binghamton, NY 13901	CONUS & Intrastate	X	X	(607) 724-2428
NNY02	Federation Employment & Guidance Services	2432 Grand Concourse Bronx, NY 10458	CONUS & Intrastate	X		(212) 881-7600
NNY03	NY City Industries for the Blind	3611 14 th Avenue Brooklyn, NY 11218	CONUS & Intrastate	X		(718) 786-9300
NNY04	J.M Murray Center	823 NY State Rte 13 Cortland, NY 13045	CONUS & Intrastate	X		(607) 756-9913
NNY05	Chautauqua County Chapter NYSARC	880 East Second St. Jamestown, NY 14701	CONUS & Intrastate	X	X	(716) 664-3893
NNY06	Occupations, Inc.	70 Fortune Road West Middletown, NY 10940	CONUS & Intrastate	X	X	(914) 692-0022
NNY07	Cattaraugus County Chapter NYSARC	338 North 15 th St. Olean, NY 14760	CONUS & Intrastate	X		(716) 375-4782
NNY08	Assoc. for the Blind of Rochester & Monroe Cnty	422 South Clinton Ave. Rochester, NY 14620	CONUS & Intrastate	X	X	(716) 232-1111
NNY09	Suburban Adult Svcs.	13339 Route 39 – Bx 526 Sardinia, NY 14134	CONUS & Intrastate	X		(716) 496-5551
NNY10	Central Association for the Blind	507 Kent Street Utica, NY 13501	CONUS & Intrastate	X	X	(315) 797-2233
NNY11	Human Technology Corp.	2260 Dwyer Ave. Utica, NY 13501	CONUS & Intrastate	X	X	(315) 724-9891
NNY12	DE County Chapter NYSARC	Prospect Ave, Rd 1, Box 109 Walton, NY 13856	CONUS & Intrastate	X		(607) 865-7126
NNY13	Production Unlimited	615 West Main Street Watertown, NY 13601	CONUS & Intrastate	X		(315) 782-0330
NOH01	Cincinnati Assoc. for the Blind	2045 Gilbert Ave. Cincinnati, OH 45202	CONUS & Intrastate	X	X	(513) 221-8558
NOH02	Cleveland Skilled Industries for the Blind	2239 East 55 th St. Cleveland, OH 44103	CONUS & Intrastate	X		(216) 431-8085 X-249
NOK01	OK League for the Blind	501 North Douglas Ave. Oklahoma City, OK 73124	CONUS & Intrastate	X	X	(405) 232-4644
NPA01	Indiana County Blind Assoc.	31 South 10 th St. Indiana, PA 15701	CONUS & Intrastate	X		(724) 465-5549
NPA02	Cambria Cnty Assoc. for the Blind & Handicapped	211 Central Ave. Johnstown, PA 15902	CONUS & Intrastate	X		(814) 536-3531
NPA03	Juniata Branch PA Association F/T Blind	658 Valley St. Lewistown, PA 17044-0053	CONUS & Intrastate	X		(717) 242-1444
NPA04	Pittsburgh Vision Service	300 South Craig St. Pittsburgh, PA 15213-3791	CONUS & Intrastate	X		(412) 682-5600
NPA05	Easter Seal Society of Western PA	632 Fort Duquesne Blvd. Pittsburgh, PA 15222-3376	CONUS & Intrastate	X	X	(412) 281-7244
NPA06	Voc. Rehab. Center for Allegheny County	1323 Forbes Ave. Pittsburgh, PA 15219-4700	CONUS & Intrastate	X		(412) 471-2600
NPA07	North Central Sight Svcs PA Assoc. for the Blind	901 Memorial Ave., PO Box 3292 Williamsport, PA 17701-0292	CONUS & Intrastate	X		(570) 323-9401
NPA08	York County Blind Center	1380 Spahn Ave. York, PA 17403	CONUS & Intrastate	X		(717) 848-4188
NRI01	In-Sight Enterprises	57 Porter St. Providence, RI 02905	CONUS & Intrastate	X		(401) 941-6666
NSC01	Charleston Vo. Rehabilitation Ctr.	4360 Dorchester Rd. Charleston, SC 29405	CONUS & Intrastate	X		(803) 740-1610

NIB/NISH – Agency Codes	Work Center	Address	Destination	LTL	TL	Phone
NTN01	Pacesetters, Inc.	435 Universal Dr. Cookeville, TN 38501	CONUS & Intrastate	X		(931) 432-4045
NTN02	Knox County Assoc. for Retarded Citizens, Inc.	3000 North Central Ave. Knoxville, TN 37917	CONUS & Intrastate	X		(423) 546-9431
NTN03	Clover Center for the Blind	346 St. Paul Ave. Memphis, TN 38126	CONUS & Intrastate	X	X	(901) 523-9590
NTN04	Volunteer Blind Industries Inc.	758 W Morris Blvd., PO Box 706 Morristown, TN 37814	CONUS & Intrastate	X	X	(423) 586-3922
NTN05	Ed Lindsey Blind Industries	4110 Charlotte Ave. Nashville, TN 37209-3706	CONUS & Intrastate	X		(615) 741-2251
NTX01	South Texas Lighthouse for the Blind	1907 Leopard St. Corpus Christi, TX 78408	CONUS & Intrastate	X	X	(512) 883-6553
NTX02	Dallas Lighthouse for the Blind	3940 Capitol Ave. Dallas, TX 75204	CONUS & Intrastate	X	X	(214) 821-2375
NTX03	National Center for Employment of Disabled	12100 Esther Lama El Paso, TX 79936	CONUS & Intrastate	X	X	(915) 858-7277
NTX04	Expanco, Inc.	3005 Wichita Court Fort Worth, TX 76140	CONUS & Intrastate	X	X	(817) 293-9486
NTX05	Tarrant County Assoc. for the Blind	912 West Broadway Ft. Worth, TX 76104	CONUS & Intrastate	X	X	(817) 332-3341
NTX06	The Lighthouse of Houston	3530 West Dallas, PO Box 13435 Houston, TX 77219-0435	CONUS & Intrastate	X	X	(713) 284-8410
NTX07	San Antonio Lighthouse	2305 Roosevelt San Antonio, TX 78210	CONUS & Intrastate	X		(210) 533-5195
NTX08	East Texas Lighthouse for the Blind	500 North Bois D'Arc Tyler, TX 75702-5310	CONUS & Intrastate	X	X	(903) 595-3444
NTX09	Beacon Lighthouse for the Blind	300 Seventh St. Wichita Falls, TX 76301	CONUS & Intrastate	X	X	(940) 767-0888
NTX10	Work Services Corp.	3401 Armory Rd. Wichita Falls, TX 76302-1723	CONUS & Intrastate	X	X	(940) 766-3207
NUT01	Utah Industries for the Blind	1595 West 500 South Salt Lake City, UT 84104	CONUS & Intrastate	X		(801) 533-5191
NVA01	VA Industries for the Blind	1102 Monticello Road Charlottesville, VA 22902	CONUS & Intrastate	X		(804) 295-5168
NVA02	Lynchburg Sheltered Industries	3210 Odd Fellows Rd. Lynchburg, VA 24501	CONUS & Intrastate	X	X	(804) 847-4488
NWA01	Columbia Industries	900 South Dayton St. Kennewick, WA 99336	CONUS & Intrastate	X	X	(509) 582-4142
NWA02	Lighthouse for the Blind	2501 South Plum Street Seattle, WA 98114	CONUS & Intrastate	X	X	(206) 322-4200
NWI01	Wiscraft Inc.	5316 West State St. Milwaukee, WI 53208	CONUS & Intrastate	X		(414) 778-5800
NWI02	Industries for the Blind, Inc.	3220 West Vilet St. Milwaukee, WI 53208	CONUS & Intrastate	X		(414) 933-4319
NWV01	Shawnee Hills Community MH/MR Center, Inc.	801 Ruffner Ave. Charleston, WV 25301	CONUS & Intrastate	X		(304) 341-0438
NWV02	Gateway Ind, Inc.	299 East Edgar Ave. Ronceverte, WV 24970	CONUS & Intrastate	X		(304) 645-3165

8-2. HISTORICAL TRAFFIC VOLUME: Identified on the following pages is historical traffic volume for Fiscal Year 2002 for the identified NIB/NISH Work Centers. These figures are the combination of both Less Than Truckload and Truckload shipments. The data provided shall not be interpreted as a guarantee to the firm that future traffic will amount to these quantities. The Government makes no guarantee that these quantities or any quantities will be shipped. Failure of estimates to materialize will not constitute a basis for rate adjustments.

A. The table below identifies historical traffic volume as it relates to shipments moving from the identified Work Centers to the GSA Distribution Centers located in Stockton, CA, Burlington, NJ, Palmetto, GA, Fort Worth, TX.

GRAND TOTAL											
GBLS/BLS			LBS			\$\$\$					
5,603			51,369,700			3,794,729					
STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$
AL Total			84	910,560	59,220	MT Total			121	227,442	48,667
	BIRMINGHAM Total		22	39,096	5,190		HELENA Total		121	227,442	48,667
		CA	9	9,655	2,097			CA	69	160,619	30,132
		GA	2	1,589	141			GA	4	2,956	678
		NJ	10	26,828	2,828			NJ	39	53,542	15,249
		TX	1	1,024	124			TX	9	10,325	2,608
	TALLADEGA Total		62	871,464	54,030	NC Total			675	4,471,802	367,544
		CA	24	344,426	27,642		CHARLOTTE Total		43	204,932	22,074
		GA	4	71,202	1,183			CA	17	57,163	10,439
		NJ	31	436,314	24,143			GA	2	7,613	472
		TX	3	19,522	1,062			NJ	22	132,710	10,311
AR Total			39	540,868	34,415			TX	2	7,446	852
	LITTLE ROCK Total		39	540,868	34,415		DURHAM Total		186	2,668,679	161,932
		CA	13	136,026	10,652			CA	47	603,705	75,003
		GA	1	5,662	370			GA	15	148,316	5,394
		NJ	21	379,892	22,355			NJ	113	1,837,798	74,868
		TX	4	19,288	1,038			TX	11	78,860	6,667
AZ Total			47	499,576	16,621		GREENSBORO Total		1	3,473	909
	PHOENIX Total		47	499,576	16,621			CA	1	3,473	909
		CA	34	475,046	14,333		GREENVILLE Total		136	429,285	45,049
		GA	2	1,240	198			CA	50	113,179	21,739
		NJ	9	17,861	1,346			GA	19	31,737	2,910
		TX	2	5,429	744			NJ	54	255,303	16,730
CA Total			169	477,452	58,236			TX	13	29,066	3,670
	CULVER CITY Total		52	173,743	24,270		KINSTON Total		41	45,571	6,418
		CA	27	83,546	10,000			CA	16	14,509	3,312
CA	CULVER CITY	GA	1	1,602	293	NC	KINSTON	GA	3	3,262	302
		NJ	24	88,595	13,977			NJ	14	17,827	1,513
	NAPA Total		1	1,900	194			TX	8	9,973	1,291
		CA	1	1,900	194		RALEIGH Total		151	985,299	107,085
	PASADENA Total		116	301,809	33,772			CA	48	340,810	58,062
		CA	45	100,767	6,148			GA	13	41,985	3,160
		GA	13	23,155	3,246			NJ	86	574,523	42,968
		NJ	48	163,622	22,627			TX	4	27,981	2,895
		TX	10	14,265	1,751		WINSTON-SALEM Total		117	134,563	24,077
CO Total			49	122,394	18,562			CA	45	49,064	13,140
	PUEBLO Total		49	122,394	18,562			GA	7	12,519	1,265
		CA	16	38,424	5,562			NJ	61	67,268	8,768
		GA	5	11,510	1,664			TX	4	5,712	904

STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$
CO	PUEBLO	NJ	24	64,045	10,397	NE Total			29	41,403	8,244
		TX	4	8,415	939		NEBRASKA CITY Total		29	41,403	8,244
CT Total			40	181,447	18,411			CA	10	12,277	2,820
	NEW BRITAIN Total		40	181,447	18,411			GA	1	1,020	180
		CA	14	43,367	8,545			NJ	14	23,746	4,434
		GA	2	970	198			TX	2	1,720	271
		NJ	22	136,350	9,464			NJ	2	2,640	539
		TX	2	760	204	NJ Total			51	380,950	12,432
DE Total			27	37,665	6,660		RUNNEMEDE Total		51	380,950	12,432
	NEW CASTLE Total		27	37,665	6,660			CA	12	21,999	3,835
		CA	9	10,725	3,618			GA	4	15,144	1,043
		GA	2	2,010	354			NJ	34	343,175	7,413
		NJ	12	20,702	1,690			TX	1	632	141
		TX	4	4,228	998	NM Total			4	3,098	566
FL Total			53	116,319	14,175		ALBUQUERQUE Total		4	3,098	566
	PLANT CITY Total		37	96,169	11,459			CA	2	1,864	306
		CA	14	19,651	3,918			NJ	2	1,234	260
		NJ	22	75,832	7,437	NY Total			582	4,182,497	219,968
		TX	1	686	104		BINGHAMTON Total		61	1,966,123	38,447
		TX	1	686	104			CA	10	273,065	18,007
	WEST PALM BEACH Total		16	20,150	2,716			GA	3	91,802	2,443
		CA	7	9,052	1,521			NJ	46	1,552,948	16,959
		NJ	9	11,098	1,195			TX	2	48,308	1,038
GA Total			128	1,387,811	113,211		BRONX Total		1	264	103
	BAINBRIDGE Total		112	1,315,591	106,677			TX	1	264	103
		CA	44	484,607	54,954		BROOKLYN Total		158	212,402	25,452
		GA	10	84,866	3,371			CA	57	51,181	13,895
		NJ	48	662,283	43,678			GA	12	8,738	1,407
		TX	10	83,835	4,674			NJ	76	141,132	7,662
	GRIFFIN Total		16	72,220	6,534			TX	13	11,351	2,488
		CA	5	18,752	2,746		CORTLAND Total		46	68,501	6,888
		GA	4	15,722	756			CA	14	17,448	3,323
		NJ	4	19,268	1,734			GA	4	6,633	737
		TX	3	18,478	1,298			NJ	25	39,284	2,115
IA Total			65	297,644	35,335			TX	3	5,136	713
	NEWTON Total		65	297,644	35,335		JAMESTOWN Total		1	1,900	386
		CA	30	79,352	16,454			CA	1	1,900	386
		NJ	35	218,292	18,881		MIDDLETOWN Total		47	40,483	6,270
ID Total			48	124,382	17,628			CA	18	14,535	3,658
	IDAHO FALLS Total		48	124,382	17,628			GA	5	3,707	632
		CA	22	43,502	4,101			NJ	18	20,109	1,409
		GA	4	1,641	405			TX	6	2,132	571
		NJ	20	78,269	12,905		OLEAN Total		18	10,297	1,940
		TX	2	970	217			CA	9	4,414	1,310
KS Total			278	7,219,363	347,065			NJ	9	5,883	630
	KANSAS CITY Total		71	1,994,235	88,076		ROCHESTER Total		161	996,189	95,529
		CA	32	938,955	45,597			CA	58	265,402	50,997
		GA	8	152,899	6,027			GA	18	62,262	7,239
		NJ	25	782,899	33,094			NJ	66	609,021	29,409
		TX	6	119,482	3,358			TX	19	59,504	7,884
	PITTSBURG Total		122	4,011,632	159,858		UTICA Total		42	754,707	35,284
		CA	53	1,633,568	77,362			CA	15	275,657	21,737
		GA	12	318,302	9,306			GA	4	35,317	2,308
		NJ	50	1,850,000	69,752			NJ	20	415,181	8,582
		TX	7	209,762	3,438			TX	3	28,552	2,657

STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$
KS	WICHITA Total		85	1,213,496	99,131	NY	WATERTOWN Total		47	131,631	9,669
		CA	32	492,043	45,075			CA	16	28,068	4,804
		GA	11	132,069	8,802			GA	5	4,382	584
		NJ	32	490,623	41,272			NJ	23	94,641	3,702
		TX	10	98,761	3,982			TX	3	4,540	579
KY Total			1	650	107	OH Total			223	2,873,433	184,077
	LEXINGTON Total		1	650	107		CINCINNATI Total		223	2,873,433	184,077
		NJ	1	650	107			CA	80	1,002,913	99,810
LA Total			412	7,141,410	415,563			GA	27	204,335	8,971
	JENA Total		2	3,914	1,017			NJ	90	1,463,045	61,957
		CA	2	3,914	1,017			TX	26	203,140	13,339
	NEW ORLEANS Total		145	931,508	93,900	OK Total			98	448,081	123,158
							OKLAHOMA CITY Total		98	448,081	123,158
		CA	74	443,562	54,113			CA	34	135,623	37,502
		GA	2	11,556	659			GA	12	60,450	10,488
		NJ	65	437,393	37,383			NJ	41	199,545	65,260
		TX	4	38,997	1,745			TX	11	52,463	9,908
	SHREVEPORT Total		265	6,205,988	320,646				182	588,042	53,692
		CA	104	2,029,643	129,512	PA Total			3	4,142	292
		GA	14	264,099	7,690		INDIANA Total		3	4,142	292
		NJ	131	3,638,939	178,676			NJ	3	4,142	292
		TX	16	273,307	4,768		PITTSBURGH Total		115	501,840	42,697
MA Total			39	82,083	11,047			CA	31	109,700	16,859
	MALDEN Total		19	51,028	6,982			GA	12	68,764	5,462
		CA	1	1,824	530			NJ	65	300,715	17,863
		NJ	18	49,204	6,452			TX	7	22,661	2,513
	SPRINGFIELD Total		20	31,055	4,065		WILLIAMSPORT Total		33	32,798	4,004
		CA	8	10,075	2,515			CA	13	9,608	2,052
		NJ	12	20,980	1,550			GA	2	2,111	281
MD Total			47	811,068	29,246			NJ	17	19,662	1,444
	BALTIMORE Total		47	811,068	29,246			TX	1	1,417	227
		CA	14	137,366	15,083		YORK Total		31	49,262	6,699
		GA	1	5,397	393			CA	14	16,195	4,277
		NJ	29	654,721	12,271			NJ	15	30,421	1,938
		TX	3	13,584	1,499			TX	2	2,646	484
MI Total			265	975,681	125,901	RI Total			7	7,849	1,283
	ALPENA Total		61	263,599	32,476		PROVIDENCE Total		7	7,849	1,283
		CA	23	82,769	14,783			CA	4	3,872	952
		GA	7	26,568	3,020			NJ	2	3,501	222
		NJ	28	143,402	13,332			TX	1	476	109
		TX	3	10,860	1,341	SC Total			13	6,942	1,659
	CARO Total		20	62,892	8,514		CHARLESTON Total		13	6,942	1,659
		CA	6	17,786	3,476			CA	5	2,534	914
		GA	1	3,125	400			GA	1	376	61
		NJ	12	39,556	4,262			NJ	6	3,810	631
		TX	1	2,425	376			TX	1	222	53
	GRAND HAVEN Total		18	35,209	5,461	TN Total			118	2,027,919	136,327
		CA	7	11,972	2,553		KNOXVILLE Total		15	13,304	2,373
		GA	2	1,961	288			CA	6	3,646	1,034
		NJ	7	20,276	2,408			GA	1	580	96
		TX	2	1,000	212			NJ	7	8,278	1,096
	HOLLAND Total		116	519,760	64,466			TX	1	800	147
		CA	46	160,155	27,945		MEMPHIS Total		45	679,931	81,337
		GA	13	33,525	3,954			CA	20	313,661	46,387
		NJ	47	288,848	27,744			GA	3	16,852	1,585
		TX	10	37,232	4,823			NJ	17	317,136	30,697

STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	DEST	GBL'S	LBS	\$\$\$
MI	PORT HURON Total		48	86,521	14,319	TN	MEMPHIS	TX	5	32,282	2,668
		CA	22	37,935	8,750		MORRISTOWN Total		58	1,334,684	52,617
		GA	2	2,304	328			CA	22	374,048	28,217
		NJ	23	44,577	4,966			GA	2	54,064	750
		TX	1	1,705	275			NJ	34	906,572	23,650
	PROVIDENCE Total		2	7,700	665	TX Total			545	5,276,641	467,231
		NJ	2	7,700	665		CORPUS CHRISTI Total		178	1,802,454	165,156
MN Total			14	55,845	7,709			CA	67	506,598	52,181
	BEMIDJI Total		7	24,711	3,799			GA	9	55,226	4,995
		CA	5	13,942	2,362			NJ	89	1,145,460	103,693
		NJ	2	10,769	1,437			TX	13	95,170	4,287
	LAKE LILLIAN Total		7	31,134	3,910		FORT WORTH Total		49	506,052	62,419
		CA	4	10,436	1,666			CA	43	402,643	54,747
		NJ	2	18,406	1,929			NJ	6	103,409	7,672
		TX	1	2,292	315		HOUSTON Total		143	2,598,977	186,291
MO Total			241	1,313,110	118,723			CA	62	908,043	63,213
	BERKELEY Total		43	415,819	32,061			GA	12	186,940	7,241
		CA	23	177,350	18,153			NJ	62	1,421,550	113,535
		NJ	20	238,469	13,908			TX	7	82,444	2,302
	KANSAS CITY Total		100	127,232	22,293		SAN ANTONIO Total		91	81,642	11,964
		CA	41	48,956	9,918			CA	37	28,079	4,011
		GA	5	1,832	352			GA	10	2,215	605
		NJ	51	73,876	11,689			NJ	38	49,217	7,090
		TX	3	2,568	334			TX	6	2,131	258
	SEDALIA Total		3	7,085	907		WICHITA FALLS Total		84	287,516	41,401
		CA	1	1,278	238			CA	31	111,359	16,875
		NJ	2	5,807	669			GA	9	21,300	2,642
	ST. LOUIS Total		95	762,974	63,462			NJ	36	136,583	20,715
		CA	54	293,339	37,245			TX	8	18,274	1,169
		NJ	41	469,635	26,217	VA Total			191	1,250,820	125,282
MS Total			478	6,361,722	468,873		LYNCHBURG Total		191	1,250,820	125,282
	GULFPORT Total		46	251,980	29,433			CA	88	588,581	87,360
		CA	14	68,627	11,024			GA	12	74,596	4,297
		GA	5	12,873	1,015			NJ	86	572,662	31,830
		NJ	24	158,473	16,392			TX	5	14,981	1,795
		TX	3	12,007	1,002	WA Total			193	858,706	118,517
	HAZELHURST Total		235	4,311,146	292,894		SEATTLE Total		193	858,706	118,517
		CA	87	1,675,794	121,440			CA	72	387,552	33,176
		GA	23	276,706	8,837			GA	12	10,989	2,712
		NJ	106	2,173,841	155,097			NJ	85	385,401	70,360
		TX	19	184,805	7,520			TX	24	74,764	12,269
	JACKSON Total		85	138,964	22,663	WV Total			47	67,025	9,374
		CA	34	58,627	11,820		RONCEVERTE Total		47	67,025	9,374
		GA	8	11,818	1,183			CA	18	18,272	4,851
		NJ	32	58,926	8,514			GA	4	2,324	324
		TX	11	9,593	1,146			NJ	21	43,850	3,658
	MERIDIAN Total		15	62,383	8,850			TX	4	2,579	541
		CA	11	51,461	7,723						
		GA	2	2,193	188						
		NJ	2	8,729	939						
	TUPELO Total		97	1,597,249	115,033						
		CA	37	631,105	55,321						
		GA	7	99,780	2,535						
		NJ	48	815,519	54,455						
		TX	5	50,845	2,722						

B. The table below identifies historical traffic volume as it relates to shipments moving from the identified Work Centers to all points excluding the GSA Distribution Centers located in Stockton, CA Burlington, NJ, Palmetto, GA, and Fort Worth, TX.

GRAND TOTAL									
		GBLS			LBS			\$\$\$	
		1396			2,369,371			306,440	
STATE	WORK CENTER	GBL'S	LBS	\$\$\$	STATE	WORK CENTER	GBL'S	LBS	\$\$\$
AL Total		2	1,380	314	MT Total		6	14,302	3,343
	BIRMINGHAM Total	2	1,380	314		HELENA Total	6	14,302	3,343
AZ Total		80	52,510	13,973	NC Total		286	258,277	44,856
	CASA GRANDE Total	75	48,928	13,414		CHARLOTTE Total	12	44,293	4,232
	PHOENIX Total	5	3,582	559		DURHAM Total	22	117,265	7,747
CA Total		2	827	141		GREENVILLE Total	13	7,317	1,186
	CULVER CITY Total	1	201	88		KINSTON Total	1	265	61
	PASADENA Total	1	626	53		NEW BERN Total	218	38,055	25,007
CO Total		3	2,822	592		RALEIGH Total	12	34,142	4,518
	PUEBLO Total	3	2,822	592		WINSTON-SALEM Total	8	16,940	2,105
CT Total		4	8,085	1,347	NE Total		2	868	204
	NEW BRITAIN Total	4	8,085	1,347		NEBRASKA CITY Total	2	868	204
DE Total		3	7,242	674	NJ Total		4	5,374	604
	NEW CASTLE Total	3	7,242	674		RUNNEMEDE Total	4	5,374	604
FL Total		4	11,205	1,514	NY Total		19	14,873	1,493
	PLANT CITY Total	1	7,411	660		BROOKLYN Total	5	2,232	400
	WEST PALM BEACH Total	3	3,794	854		CORTLAND Total	13	8,708	884
GA Total		22	87,707	6,731		UTICA Total	1	3,933	209
	BAINBRIDGE Total	22	87,707	6,731	OH Total		25	70,382	7,370
IA Total		5	13,420	1,281		CINCINNATI Total	25	70,382	7,370
	MARSHALLTOWN Total	1	150	74	OK Total		6	10,356	2,927
	NEWTON Total	4	13,270	1,207		OKLAHOMA CITY Total	6	10,356	2,927
ID Total		3	521	111	PA Total		1	255	83
	IDAHO FALLS Total	3	521	111		PITTSBURGH Total	1	255	83
KS Total		11	40,214	4,091	RI Total		1	559	66
	KANSAS CITY Total	1	394	76		PROVIDENCE Total	1	559	66
	WICHITA Total	10	39,820	4,015	TN Total		367	234,778	54,368
LA Total		22	127,391	10,271		KNOXVILLE Total	348	153,613	45,269
	NEW ORLEANS Total	15	58,606	6,950		MEMPHIS Total	5	36,938	5,855
	SHREVEPORT Total	7	68,785	3,321		MORRISTOWN Total	14	44,227	3,244
MI Total		23	19,417	3,091	TX Total		25	106,612	9,241
	ALPENA Total	3	4,520	525		CORPUS CHRISTI Total	6	21,822	2,468
	CARO Total	2	4,252	369		FORT WORTH Total	4	1,033	328
	HOLLAND Total	17	9,955	2,156		HOUSTON Total	8	79,541	5,579
	PORT HURON Total	1	690	41		SAN ANTONIO Total	1	336	73
MO Total		10	102,067	5,261		WICHITA FALLS Total	6	3,880	793
	BERKELEY Total	3	857	166	VA Total		413	854,378	107,307
	KANSAS CITY Total	1	1,090	296		LYNCHBURG Total	413	854,378	107,307
	ST. LOUIS Total	6	100,120	4,799	WA Total		3	5,420	1,162
MS Total		43	317,199	23,911		SEATTLE Total	3	5,420	1,162
	GULFPORT Total	5	42,122	3,514	WV Total		1	930	113
	HAZELHURST Total	27	216,302	14,662		RONCEVERTE Total	1	930	113
	JACKSON Total	6	6,853	1,404					
	MERIDIAN Total	1	1,634	167					
	TUPELO Total	4	50,288	4,164					

SECTION 9

FORMAT REQUIREMENTS FOR THE SUBMISSION OF ELECTRONIC RATE OFFERS

9-1. FILE FORMAT REQUIREMENTS FOR THE SUBMISSION OF ELECTRONIC RATE OFFERS: Firms submitting rate offers for the identified NIB/NISH Work Centers **MUST** submit their rate offers electronically via the File Transfer Protocol (FTP) of the Internet (I-FTP). Carriers not utilizing the rate filing capabilities of the Interagency Transportation Management System (ITMS) must adhere to the file format requirements identified in this Section when creating rate offers for submission. Rate offers received which do not conform to these format requirements will be found unacceptable. Please note that Section 9 can provide general information to those carriers utilizing ITMS to create their rate offers. A **SEPARATE** rate offer must be submitted for **each** NIB/NISH – Agency Code identified in Section 8 for which a firm submits a rate offer.

NOTE: When the rate file is complete, it **MUST** be saved as an unformatted ASCII (Text Only) flat file (e.g. no tab characters, etc.) before attempting to transfer the file.

9-2. CARRIER BILLING/REPORTING RECORD FORMAT REQUIREMENTS: In addition to each carrier's header records and rate records, for all rate offers filed in accordance with this RFO carriers must file ONE SET of the following "F Records" at the beginning of EVERY RATE FILE submitted to GSA. When creating Billing/Reporting records, Header records, and Rate records use all UPPER CASE LETTERS.

A. BILLING/REPORTING RECORDS:

EXAMPLE:

```
F1ABCD\ABC MOVING AND STORAGE\R\20021101\13-214567
F2JOHN DOE
F3PRESIDENT
F41500 BANNISTER RD RM 1076
F5KANSAS CITY\MO\64131
F6816-823-3646\816-823-3656
F7CYOUNG@AOL.COM
F8816-823-5555
F9JANE BLACK
FAACCOUNTS RECEIVABLE REP
FB1500 BANNISTER RD RM 1006
FCKANSAS CITY\MO\64131
FD816-823-1111\816-823-2222
FEJANEBLACK@AOL.COM
FFW
```

1. HEADER RECORD:

Record Field	Maximum Positions	Contents
Record ID	2	F1
SCAC	4	4 Digit Standard Carrier Alpha Code
Separator	1	\ [backslash]
Company Name	45	
Separator	1	\ [backslash]
Reserved	1	Enter R
Separator	1	\ [backslash]
Effective Date--YYYYMMDD	8	Must be 20021101 for Initial Filing,
Separator	1	\ [backslash]
Taxpayer Identification Number	9	TIN assigned by the IRS to the Participant.

2. MAILING ADDRESS RECORD:

A. Company's Authorized Official/Government Contact:

Record Field	Maximum Positions	Contents
Record ID	2	F2
Authorized Government Representative	45	Name of Company's authorized official/Government contact. If the name of the authorized official is longer than the allotted positions, abbreviate or use initials of first and/or middle name plus full last name.

B. Company's Authorized Official Title:

Record Field	Maximum Positions	Contents
Record ID	2	F3
Government Representative's Title	45	Title of the Company's Authorized Official. If the title of the authorized official is longer than the allotted positions, you must abbreviate.

C. Company's Mailing Address:

Record Field	Maximum Positions	Contents
Record ID	2	F4
Company's Mailing Address	45	Company's Authorized Official's mailing address. If the street address is longer than the allotted positions, you must abbreviate.

D. Company's City/State/Zip Code:

Record Field	Maximum Positions	Contents
Record ID	2	F5
Company's Mailing Address - City	45	City of Company's Authorized Official's mailing address. If the City is longer than the allotted positions, you must abbreviate City using State abbreviation.
Separator	1	\ [backslash]
Company's Mailing Address - State	2	State of Company's Authorized Official's mailing address. Use US Postal Service Abbreviation.
Separator	1	\ [backslash]
Company's Mailing Address- Zip Code	10	Zip Code of Company's Authorized Official's mailing address. Use either US Postal Service five or 10 position Zipcode.

E. Company's Telephone Number/Facsimile Number:

Record Field	Maximum Positions	Contents
Record ID	2	F6
Telephone Number or Voice Mail Number	12	Telephone number or voice mail number of Company's Authorized Official.
Separator	1	\ [backslash]
Facsimile Number	12	Facsimile Number of Company's Authorized Official.

F. Company's Internet Address:

Record Field	Maximum Positions	Contents
Record ID	2	F7
Internet Address	45	Internet address of Company's Authorized Official.

G. Company's Shipment Booking Office Facsimile Number:

Record Field	Maximum Positions	Contents
Record ID	2	F8
Shipment Booking Office Facsimile Number	12	Facsimile Number of Company's authorized Shipment Booking Office. This number should correspond with the phone number identified in rate offers for shipping booking purposes which appears in the GSA ITMS cost comparison.

3. BILLING ADDRESS RECORD:

A. Company's Authorized Billing Official:

Record Field	Maximum Positions	Contents
Record ID	2	F9
Authorized Billing Representative	45	Name of Company's Authorized Billing Official. If the name of the authorized official is longer than the allotted positions, abbreviate or use initials of first and/or middle name plus full last name.

B. Company's Authorized Billing Official Title:

Record Field	Maximum Positions	Contents
Record ID	2	FA
Government Representative's Title	45	Title of the Company's Authorized Billing Official. If the title of the authorized official is longer than the allotted positions, you must abbreviate.

C. Company's Billing Address:

Record Field	Maximum Positions	Contents
Record ID	2	FB
Company's Billing Address	45	Company's official billing address. If the street address is longer than the allotted positions, you must abbreviate.

D. Company's Billing City/State/Zip Code:

Record Field	Maximum Positions	Contents
Record ID	2	FC
Company's Billing Address - City	45	City of Company's billing address. If the City is longer than the allotted positions, you must abbreviate City using State abbreviation.
Separator	1	\ [backslash]
Company's Billing Address - State	2	State of Company's billing address. Use US Postal Service Abbreviation.
Separator	1	\ [backslash]
Company's Billing Address- Zip Code	10	Zip Code of Company's billing address. Use either US Postal Service five or 10 position Zipcode.

E. Company's Billing Telephone Number/Facsimile Number:

Record Field	Maximum Positions	Contents
Record ID	2	FD
Telephone Number or Voice Mail Number	12	Telephone number or voice mail number of Company's Authorized Billing Official.
Separator	1	\ [backslash]
Facsimile Number	12	Facsimile Number of Company's Authorized Billing Official.

F. Company's Billing Internet Address:

Record Field	Maximum Positions	Contents
Record ID	2	FE
Billing Internet Address	45	Internet address of Company's Authorized Billing Official.

4. COMPANY'S MINORITY/WOMEN-OWNED STATUS:

Record Field	Maximum Positions	Contents
Record ID	2	FF
Minority/Women-Owned Business	1	Enter N for non-minority or non-women-owned Enter M for minority-owned Enter W for women-owned Enter B for BOTH for a minority and woman-owned.

NOTE: Zero fills or spaces are not required; if an entry is longer than the maximum number of positions, it will be automatically truncated to the maximum number of positions available.

9-3. HEADER RECORD FORMAT REQUIREMENTS:

A. Header Record for Common/Contract Carriers, Freight Forwarders, and Rail Carriers:

Example:

A1ABCD6N12340NAL0120021101ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD96ABCD 13-214567(POSITIONS 83-174 FILLER)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	A1
SCAC	3-6	4 Digit Standard Carrier Alpha Code
Offer Number	7-18	Offer Identifier
Zone Identifier	7-7	6 (Position 7-7 of this type of header record will always be a "6")
Type of Offer	8-8	N (Position 8-8 of this type of header record will always be a "N")
Carrier Assigned Offer #	9-12	Example: 1234 (May be numeric, alphabetic or a combination but MUST contain at least one character. If not all four positions are used, enter spaces (USE SPACE BAR)).
Reserved	13-13	Enter a zero (0)
NIB/NISH - Agency Code	14-18	Enter appropriate NIB/NISH - Agency Code identified in Section 8-1.B.
Effective Date - YYYYMMDD	19-26	20021101
Carrier Name	27-61	Name of Offering Carrier. If all positions are not utilized, enter spaces (USE SPACE BAR).
Trading Partner Agreement #	62-67	Enter the offering firm's Trading Partner Agreement #. If all six (6) positions are not utilized, use spaces (USE SPACE BAR).
Submitter Code	68-73	Rate Filing Service Provider Code, Tariff Publishing Agent Code, or Offering Carrier's SCAC if transmitting rates itself. If all six (6) positions are not utilized, enter spaces (USE SPACE BAR).
Taxpayer Identification Number (TIN)	74-82	TIN assigned by the Internal Revenue Service (IRS) to the firm.
Filler	83-174	Empty Space

B. Header Record for Brokers and Shipper Agents/Intermodal Marketing Companies:

Example:

A2BBBS6N45670NMN0220021101BB BROKERAGE SERVICE(POSITIONS 47-61 IN SPACES)BBBS95BBBS 13-214567(POSITIONS 83-174 FILLER)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	A2
SCAC	3-6	4 Digit Standard Carrier Alpha Code of Broker or Shipper Agent
Offer Number	7-18	Offer Identifier
Zone Identifier	7-7	6 (Position 7-7 of this type of header record will always be a "6")
Type of Offer	8-8	N (Position 8-8 of this type of header record will always be a "N")
Assigned Offer #	9-12	Example: 4567 (May be numeric, alphabetic or a combination but MUST contain at least one character. If not all four positions are used, enter spaces (USE SPACE BAR)).
Reserved	13-13	Enter a zero (0)
NIB/NISH - Agency Code	14-18	Enter appropriate NIB/NISH - Agency Code identified in Section 8-1.B.
Effective Date - YYYYMMDD	19-26	20021101
Broker or Shipper Agnt/Intermodal Mrktng Name	27-61	Name of Broker or Shipper Agent/Intermodal Marketing Company. If all positions are not utilized, enter spaces (USE SPACE BAR).
Trading Partner Agreement #	62-67	Enter the offering firm's Trading Partner Agreement #. If all six (6) positions are not utilized, use spaces (USE SPACE BAR).
Submitter Code	68-73	Rate Filing Service Provider Code, Tariff Publishing Agent Code, or Offering Broker's or Shipper's Agent/Intermodal Marketing Company's SCAC if transmitting rates itself. If all six (6) positions are not utilized, use spaces (USE SPACE BAR).
Taxpayer Identification Number (TIN)	74-82	TIN assigned by the Internal Revenue Service (IRS) to the firm.
Filler	83-174	Empty Space

C. Header Record for Underlying Carriers Represented by Broker or Shipper Agent/Intermodal Marketing Co.:

Example:

A3ABCD WEOD KJIR BNHF DGCH SDER THGR ASML KJIP JNBT YBCD OLPM GTSM PPLI TGHW (Continue for a total of 34 SCACS)

A3PMVB FHYV NCHJ XMKJ Xbfd XEBG KIZA QWBV RLMF GHYV CBDU JYXE POQW MKXS RGAL (Continue for a total of 34 SCACS)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	A3
SCAC	3-6	SCAC of First Underlying Carrier Represented by the Broker/Shipper Agent
Filler	7-7	Space (USE SPACE BAR)
SCAC	8-11	SCAC of Second Underlying Carrier Represented by the Broker/Shipper Agent
Filler	12-12	Space (USE SPACE BAR)
SCAC	13-16	SCAC of Third Underlying Carrier Represented by the Broker/Shipper Agent
REPEAT FORMATTING PROCESS UNTIL ALL UNDERLYING CARRIERS HAVE BEEN IDENTIFIED FOR A MAXIMUM OF 34 SCACS PER LINE. IF ADDITIONAL SPACE IS NEEDED, START NEXT LINE WITH A3 AND REPEAT FORMATTING PROCESS SHOWN ABOVE.		

9-4. RATE RECORDS:

A. Rate Record for Rate Offers Based on a Percent of the Minimum Charge and a Percent of the Less Than Truckload Rates Identified in the GSA Baseline Rate Table Publication No. 1000-D **and** Cents Per Mile for Truckload Rates when Based on a State to State Basis:

Example:

B2KSMO800-555-9898099097089045000 095

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	B2
From/To	3-6	Origin State (state in which the appropriate NIB/NISH Work Center is located) and Destination State/Destination Code.
Phone Number	7-18	Phone number that requesting customer agency should utilize in order to book the shipment for this particular from/to rate application.
Percent of Minimum Charge	19-21	Percent of the Minimum Charge Base Rate being Offered. Examples: 089, 102. If not offering a Percent of Minimum Charge, enter zeros (000) to indicate Not Applicable.
Percent of Less Than Truckload	22-24	Percent of the Less Than Truckload Base Rate being Offered. Examples: 072, 100. If not offering a Percent of Less Than Truckload, enter zeros (000) to indicate Not Applicable.
Cents Per Mile Truckload	25-27	Cents per Miles offered for Truckload shipments. Examples: 090 (\$0.90 cents per mile), 101 (\$1.01 cents per mile).
Minimum Truckload Charge	28-33	Minimum Truckload Charge in Dollars and Cents. Examples: 045000 (\$450.00), 130000 (\$1,300.00). A Minimum Truckload Charge must be entered if a cents per mile offer is entered.
Filler	34-41	Spaces (USE SPACE BAR)
Required Item Percentages	42-174	Required Item Percentage for the Accessorial Services containing rates and charges as identified in the GSA National Rules Tender No. 100-D. If offering the same percentage for all 43 Required Items, enter that percentage in the first three positions (42-44). Examples: 090, 100. The remaining positions (45-174) may be left blank. If offering different percentages, enter the percentage for each Required Item in ascending order as they appear in the No. 100-D and Item 3-2.A.1 of the TOS 1-F. The first three positions must be zeros (000). For example, the beginning of your entry could be: 000095077110. For those Required Items identified by ** in Item 3-2.A.1. of the TOS 1-F, firms are not required to offer a percentage unless they choose to do so. If not offering a percentage for these items, enter zeros (000) in the appropriate positions for those Items. Percentages must be offered for all Required Items not indicated with **.

B. Rate Record for Rate Offers Based on a Percent of the Minimum Charge and a Percent of the Less Than Truckload Rates Identified in the GSA Baseline Rate Table Publication No. 1000-D and Cents Per Mile for Truckload Rates when Applied Based on a Mileage Scale and not a State to State Basis as in 9-4.A., above:

Example:

B3MN50800-454-000007908109504750000010100000095080100(Continue entering % until a % has been offered for all Required Item %)
B3MN50800-454-000007908109004900001010200000095080100(Continue entering % until a % has been offered for all Required Item %)

RECORD FIELD	POSITIONS	CONTENTS
Record ID	1-2	B3
From/To	3-6	Origin State (state in which the appropriate NIB/NISH Work Center is located) and Destination State/Destination Code.
Phone Number	7-18	Phone number that requesting customer agency should utilize in order to book the shipment for this particular from/to rate application.
Percent of Minimum Charge	19-21	Percent of the Minimum Charge Base Rate being Offered. Examples: 094, 105. If not offering a Percent of Minimum Charge, enter zeros (000) to indicate Not Applicable. (See Note Below)
Percent of Less Than Truckload	22-24	Percent of the Less Than Truckload Base Rate being Offered. Examples: 078, 103. If not offering a Percent of Less Than Truckload, enter zeros (000) to indicate Not Applicable. (See Note Below)
Cents Per Mile Truckload	25-27	Cents per Miles offered for Truckload shipments. Examples: 090 (\$0.90 cents per mile), 101 (\$1.01 cents per mile).
Minimum Truckload Charge	28-33	Minimum Truckload Charge in Dollars and Cents. Examples: 045000 (\$450.00), 130000 (\$1,300.00). A Minimum Truckload Charge must be entered if a cents per mile offer is entered.
Beginning Mileage	34-37	Mileage at which the Cents per Mile rate begins. Example: 0000 (for 0 miles), 0100 (for 100 miles). See Contents for positions 38-41 below for further explanation.
Ending Mileage	38-41	Mileage at which the Cents per Mile rate ends. Example: 0050 (for 50 miles), 0200 (for 200 miles). Using the beginning mileage of 0000 and an ending mileage of 0050 with a cents per mile rate of 097 (\$0.97) would indicate that for any shipments moving from the origin/destination identified in positions 3-6 that was between 0 and 50 miles, it would be rated at \$0.97 cents per mile. If firm wants to enter rates for the same origin/destination states at different mileage breaks (say 0051 to 0100), then it would have to create another B3 record.
Required Item Percentages	42-174	Required Item Percentage for the Accessorial Services containing rates and charges as identified in the GSA National Rules Tender No. 100-D. If offering the same percentage for all 43 Required Items, enter that percentage in the first three positions (42-44). Examples: 090, 100. The remaining positions (45-174) may be left blank. If offering different percentages, enter the percentage for each Required Item in ascending order as they appear in the No. 100-D and Item 3-2.A.1 of the TOS 1-F. The first three positions must be zeros (000). For example, the beginning of your entry could be: 000095077110. For those Required Items identified by ** in Item 3-2.A.1. of the TOS 1-F, firms are not required to offer a percentage unless they choose to do so. If not offering a percentage for these items, enter zeros (000) in the appropriate positions for those Items. Percentages must be offered for all Required Items not indicated with **. (See Note Below)

Please Note: When filing multiple B3 rate records for the same origin/destination pair to indicate different mileage scales, the same percent of Minimum Charge and the same percent of Less Than Truckload must be offered for the same origin/destination pair. In addition, only one (1) set of Required Item Percentages can be offered for the same origin/destination pair. If they are differences between rate records, GSA will accept the first reference in each instance applicable and will copy that reference to all other applicable references.

9-5. RATE OFFER EXAMPLES:

A. Example of multiple rate offers being sent as one (1) file:

F1ABCD\ABC MOVING AND STORAGE\R\20021101\13-214567
F2JOHN DOE
F3PRESIDENT
F41500 BANNISTER RD RM 1076
F5KANSAS CITY/MO/64131
F6816-823-3646\816-823-3656
F7CYOUNG@AOL.COM
F8816-823-5555
F9JANE BLACK
FAACCOUNTS RECEIVABLE REP
FB1500 BANNISTER RD RM 1006
FCKANSAS CITY/MO/64131
FD816-823-1111\816-823-2222
FEJANEBLACK@AOL.COM
FFW
A1ABCD6N45670NAL0120021101ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD95ABCD 13-214567(POS. 83-174 FILLER)
B2ALCA800-333-4444089090089045000 095
B2AL50800-333-4444089090089045000 095
B2ALCT800-333-4444089090089045000 095

A1ABCD6N55670NMN0220021101ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD95ABCD 13-214567(POS. 83-174 FILLER)
B2MNMN800-333-4444089090089045000 095
B2MNTX00-333-4444089090089045000 095
B2MN53800-333-4444089090089045000 095

B. Examples of multiple rate offers being sent as separate rate files:

1. First Rate File:

F1ABCD\ABC MOVING AND STORAGE\R\20021101\13-214567
F2JOHN DOE
F3PRESIDENT
F41500 BANNISTER RD RM 1076
F5KANSAS CITY/MO/64131
F6816-823-3646\816-823-3656
F7CYOUNG@AOL.COM
F8816-823-5555
F9JANE BLACK
FAACCOUNTS RECEIVABLE REP
FB1500 BANNISTER RD RM 1006
FCKANSAS CITY/MO/64131
FD816-823-1111\816-823-2222
FEJANEBLACK@AOL.COM
FFW
A1ABCD6N45670NAL0120021101ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD95ABCD 13-214567(POS. 83-174 FILLER)
B2ALCA800-333-4444089090089045000 095
B2AL50800-333-4444089090089045000 095
B2ALCT800-333-4444089090089045000 095

2. Second Rate File:

F1ABCD\ABC MOVING AND STORAGE\I\20021101\13-214567

F2JOHN DOE

F3PRESIDENT

F41500 BANNISTER RD RM 1076

F5KANSAS CITY/MO/64131

F6816-823-3646\816-823-3656

F7CYOUNG@AOL.COM

F8816-823-5555

F9JANE BLACK

FAACCOUNTS RECEIVABLE REP

FB1500 BANNISTER RD RM 1006

FC KANSAS CITY/MO/64131

FD816-823-1111\816-823-2222

FEJANEBLACK@AOL.COM

FFW

A1ABCD6N55670NMN0220021101ABC MOVING & STORAGE(POSITIONS 47-61 IN SPACES)ABCD95ABCD 13-214567(POS. 83-174 FILLER)

B2NMN800-333-4444089090089045000 095

B2MNTX800-333-4444089090089045000 095

B2MN53800-333-4444089090089045000 095

SECTION 10 ELECTRONIC RATE TRANSMISSION SPECIAL INSTRUCTIONS

10-1. SUBMISSION INSTRUCTIONS: All electronic rate transmissions submitted in accordance with Sections 8, 9, & 10 of this Request and its Special Filing Instructions (SFI) **MUST** be via the Internet utilizing the File Transfer Protocol (I-FTP). Below are the instructions for accessing the I-FTP.

NOTE: If your firm intends to transmit its rate offer(s) via I-FTP without utilizing the services of a Rate Filing Service Provider (RFSP) or Tariff Publishing Agent (TPA) and your firm does not already have an assigned **User ID and Password** under GSA's Freight Management Program, you will need to notify the Central Zone Office in order to receive your firm's User ID and Password. Requests for a User ID and Password may be emailed or faxed to the attention of Carey DeForest at carey.deforest@gsa.gov, or (816) 823-3656. The response from GSA assigning your firm's User ID and Password will either be emailed or faxed, so please be sure to include your firm's email address or facsimile number when submitting your request. Please be aware that it will take several days upon receipt of a firm's request to process and assign the firm's User ID and Password.

A. **FORMAT REQUIREMENTS:** Electronic format requirements as set out in this Request and its SFI must be strictly adhered to. Submissions received from firms, Rate Filing Service Providers, or Tariff Publishing Agents not conforming to format requirements identified in Section 10 and Sections 8 & 9 will be found unacceptable.

B. FILE PREPARATION:

1). **VIA ITMS:** Create rate offers, validate rate offers, make necessary corrections, if any, re-validate until all is correct, and then encrypt the rate file before transmitting via I-FTP.

2). **Via Section 10:** In order to transfer the rate file(s) via the I-FTP, the file(s) **must** be saved and transmitted as an unformatted, ASCII (TEXT ONLY) flat file (e.g., no tab characters, etc.). The file **must not** have a top, bottom, right, or left margin. If a firm submits more than one (1) rate file, each rate file must have a different filename.

10-2. FILE NAMING CONVENTION: All electronically transmitted rate offers must adhere to the following File Naming Convention:

RECORD FIELD	POSITIONS	CONTENTS
Carrier's SCAC or Rate Filing Service Provider's or Tariff Publishing Agent's Code	1-4	Enter the Carrier's SCAC if transmitting rates itself. Enter Rate Filing Service Provider's or Tariff Publishing Agent's Code if transmitting rates on behalf of a carrier. If all four (4) positions are not utilized, enter an underscore(s) (_) at the end.
Rate File Number	5-8	May be alpha, numeric, or a combination
Extension	9-12	MUST be .FRT

Examples: ABCD_CDC.FRT, AAAA1234.FRT, CCC_1999.FRT

If as a carrier, RFSP, or TPA, you are unsure as to your firm's SCAC (up to 4 positions) or code (up to 4 positions) in GSA's Freight Management Program, please contact Carey DeForest at (816) 823-3646 or via e-mail at carey.deforest@gsa.gov, respectively, for verification.

The file naming convention identified above MUST be strictly adhered to. Failure to do so will result in the rate offer(s) not being picked up from your firm's directory on the FTP and/or automatic rejection of the rate offer(s).

10-3. ACCESSING THE I-FTP: GSA is unable to provide specific instructions on how to access the I-FTP, how to upload a rate file onto the I-FTP, how to download a rate file from the I-FTP, or how to move around in the I-FTP due to the fact that accessing and operating within the I-FTP are dependent upon the type of Internet software utilized by a firm. Consequently, a firm will need to contact their I-FTP provider for assistance. Listed below is information we can provide--the address to GSA's I-FTP directory and two different methods (there are others) by which to access your firm's individual directory in which you will need to place your firm's rate file(s):

A. I-FTP Address:

ftp://KCFTP.GSA.GOV
OR
ftp://159.142.64.16

B. Method to Access Individual Directories (items in BOLD are words/phrases that you must type in exactly):

FTP>**CD CARRIERS**\User ID
OR
FTP>**D:\PUB\CARRIERS**\USER ID

10-4. CONFIRMING RATE TRANSMISSIONS: Each business day morning, the Freight Program Management Office (FPMO) will run a program that will automatically search the carrier FTP directory and count the number of rate records contained in a file that has been transmitted since the last time the program was executed. Once counted, the program will automatically place a file in the appropriate carrier's FTP directory verifying the number of rate records received. This file will be named (SCAC)FRT.txt. Carriers can use this .txt file to confirm that the FPMO has received the appropriate number of rate records. This .txt file only confirms the number of rate records received – it does not validate the content or formatting of data contained in the carrier's rate offer. If appropriate, carriers will receive notification of rate filing deficiencies in accordance with Section 1, Paragraph 1-4.B. of this Request and its SFI.